



**BOARD OF BARBERING AND COSMETOLOGY**  
**P.O. BOX 944226**  
**SACRAMENTO, CA 94244-2260**  
**INFORMATION: (916) 445-7061 FAX (916) 323-5037**



## RECORDS REQUEST

If you have *applied* for examination in California or are licensed in the State of California, you may request copies of your records. Complete this form and return it to the Board of Barbering and Cosmetology at the address listed above along with a ***non-refundable*** processing fee of \$10.00 (check or money order only, do not send cash).

If you have *never applied* or are *not licensed* with the Board, you should contact your school or the Bureau for Private Post-Secondary and Vocational Education (BPPVE) at (916) 445-3427 for copies of your records.

**Please note:** The Board of Barbering and Cosmetology ***DOES NOT*** certify hours.

Application/License Number		(Please Type or Print Legibly in Ink)	
Name on <b>Initial Application</b> (First, Middle, Last)			
Current Name (if different) (First, Middle, Last)			
Name of School Where You Completed Your Training			Approximate Date Completed or Last Attended
Type of License Held		Date You Last Renewed Your License	
Any <b>Prior Names</b> That May Assist in Locating Your Records  1. _____ 2. _____ 3. _____ 4. _____			
Date of Birth*	Social Security Number  - -	Daytime Telephone Number  ( )	
Current Address	Number and Street	City	State Zip Code
Any additional information which may help us locate your records:			
<i>By signing below I certify under penalty of perjury under the laws of the State of California,          that all the information contained herein is true and correct.</i>			
<b>X</b> _____ Signature		_____ Date	

\*The date of birth will only be used to distinguish between applicants with similar names.

Do not include applications or documents from other State Boards with this request.

Please fill out this form completely and accurately. Incomplete forms will delay in processing your request.

This document is to be returned to the address at the top of this form by mail only, with original signature. Faxes not accepted.

Copies of your records will be sent directly to your address of record.